

WEBB COUNTY, TEXAS

COMMISSIONERS COURT AGENDA

PUBLIC NOTICE

COMMISSIONERS COURT MEETING WEBB COUNTY COURTHOUSE 1000 HOUSTON STREET, 2ND FLOOR LAREDO, TEXAS 78040 June 9, 2003 1:30 p.m.

LOUIS H. BRUNI

Webb County Judge (956) 523-4600

JERRY VASQUEZ

Commissioner, Precinct 1 (956) 523-4617

JUDITH G. GUTIERREZ

Commissioner, Precinct 2 (956) 523-4624

FELIX VELASQUEZ

Commissioner, Precinct 3 (956) 523-4625

DAVID R. CORTEZ

Commissioner, Precinct 4 (956) 523-4653

MARGIE IBARRA

Webb County Clerk (956) 523-4251

HOMERO RAMIREZ

Webb County Attorney (956) 523-4044

LEO FLORES

Webb County Auditor (956) 523-4016

- 1. CALL TO ORDER BY JUDGE, LOUIS H. BRUNI
- 2. ROLL CALL BY MARGIE IBARRA, COUNTY CLERK
- 3. INVOCATION
- 4. PLEDGE OF ALLEGIANCE
- 5. APPROVAL OF MINUTES May 19, 2003 and May 27, 2003 MEETING
- 6. APPROVAL OF BILLS, PAYROLL AND MONTHLY REPORTS
- 7. COMMUNICATIONS –
- **8. PUBLIC COMMENT-** This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member will be allowed a total of three (3) minutes within which to make any/all public comments.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

LOUIS H. BRUNI, WEBB COUNTY JUDGE

- **9.** Discussion and possible to continue and renew, by order, County Judge Louis H. Bruni's declaration of local state of disaster for Webb County for a term to be designated by the Commissioners Court or until terminated by further action of Commissioners Court.
- **10.** Discussion and possible action to adopt, by order, "Public Comment" policy to permit any member of the public the opportunity to address the Commissioners Court on any item on the Courts' agenda, requiring submission of a witness card specifying which agenda item(s) to comment on, and establishing a time limit for comments.
- 11. Discussion and possible action to update Webb County's Emergency Management Plan (last completed in 1989) and to instruct Webb County Chief of Staff, Raul Casso, to facilitate meetings with South Texas Development Council and appropriate Webb County Department Heads and other County staff. (Co-Sponsored by Commissioner David R. Cortez)
- **12.** Presentation by the American G. I. Forum by Luis Diaz De Leon and Jorge Sanchez, Artist, honoring distinguished Webb County women.
- **13.** Discussion and possible action to appoint Commissioner David R. Cortez as Chairman (Non Voting) of the Cost Containment Committee.
- **14.** Discussion and possible action to appoint Elsa Arce to the Community Action Agency Board.

GERARDO "JERRY" VASQUEZ, COMMISSIONER PRECINCT 1

- **15.** Discussion and possible action to reclassify slot #2063, from Community Center Director, to Executive Administrator to the County Commissioners, and establish an appropriate salary and compensation.
- **16.** Discussion and possible action to appoint Mr. Carlos Villarreal to the position of Executive Administrator to the County Commissioners, and set effective date of employment.

JUDITH GUTIERREZ, COMMISSIONER PRECINCT 2

17. Recognition and presentation of the "Laredo Business Person of the Year" from Laredo Chamber of Commerce:

Mr. Luis Guerra

Dr. Reynaldo Godines

Dr. George Garcia

Recognition and presentation of the "Accountant Advocate of the Year" from Small Business Activities San Antonio District:

Mr. Jorge R. Martinez

Recognition and presentation of the "Small Business Person of the Year" to Small Business Activities Local Recognition:

Mr. Ricardo Herrera

18. Discussion and possible action on implementing summer hours for Webb County Courthouse beginning June 9, 2003 through August 29, 2003 as follows:

Monday – Thursday 8:00 a.m. - 12:00 noon

12:30 p.m. - 5:30 p.m.

Friday 8:00 a.m. - 12:00 noon

19. Discussion and possible action to appoint a member to the Cost Containment Committee.

FELIX VELASQUEZ, COMMISSIONER PRECINCT 3

20. Discussion and possible action to enter a re-negotiated equipment lease agreement with John Deere Credit in the amount of SEVEN THOUSAND DOLLARS (\$7,000.00) per month at thirty-six (36) months, for mowing and maintenance equipment at the golf course and the Webb County Judge to sign all relevant documents. The re-negotiation results in a savings of THREE THOUSAND NINE HUNDRED TWELVE DOLLARS (\$3,912.00) to budgeted Account #001-6001-6096 Lease Purchase Principal.

DAVID R. CORTEZ, COMMISSIONER PRECINCT 4

- **21.** Discussion and possible action to amend the Webb County Policy and Procedures Manual to prohibit raising funds for any political candidate on Webb County property and any other matters incident thereto.
- **22.** Discussion and possible action to develop public policy recommendations and/or procedures for the uniform establishment of scoring committees for the awarding of Webb County Contracts for services and capital improvements projects, and for procedures and criteria for the appointment and selection of members to said committee.
- 23. Discussion and possible action to approve Change Order #2 to the Neighborhood Housing Services of Dimmit County, Inc. contract (Penitas West Community Park) by adding NINETEEN THOUSAND EIGHT HUNDRED TWENTY-FOUR DOLLARS (\$19,824.00) for the installation of a septic tank and drainage field. The \$19,824.00 will be from grant funds (TCDP# 721859) with no cost to the County.
- **24.** Discussion and possible action to designate and/or transfer up to FIFTY THOUSAND DOLLARS (\$50,000) for Webb County Rural Rail Transportation District operations, subject to availability of funds to be certified by County Auditor.
- **25.** Discussion and possible action to appoint an Executive Administrator to the Webb County Commissioner, Precinct 4, and to allocate up to \$20,000 to fund this position (General Fund).

MEDIA BREAK – FIFTEEN MINUTES COURT RECESS

COMMUNITY ACTION AGENCY

26. Discussion and possible action to fill slot # 1849 (Center-Aide), Part-time at \$8.25 per hour effective June 9, 2003. [Account #920-4200-5001 Payroll - Community Service Block Grant]

- **27.** Discussion and possible action to modify slot #1160 (Center Aide), from Full-time, Temporary to Full-time Permanent with benefits at \$8.25 per hour effective June 10, 2003. [Account #920-4200-5001 Payroll Community Service Block Grant]
- **28.** Discussion and possible action to modify slot #1218 from Food Deliverer, (15 hours a week) to Cook Helper/Deliverer, (40 hours per week with benefits) effective June 10, 2003. [Account #952-4216-5001 Payroll Meals on Wheels]
- **29.** Discussion and possible action to fill slot #1155 (Center Coordinator) at 9.00 per hour full-time permanent, effective June 10, 2003. [Account #920-4200-5001 Payroll Community Service Block Grant]

COUNTY ATTORNEY

- 30. Discussion and possible action to enter into a contract amendment with CPL Retail Energy, LP concerning the "Neighbor-to Neighbor" Program administered by the Webb County Community Action Agency wherein CPL Retail Energy, LP will increase its funding to the program by an additional TWENTY-FIVE THOUSAND FIVE HUNDRED AND NINETY FOUR DOLLARS (\$25,594.00), and authorizing the County Judge to sign all relevant documents. [Webb County Community Action Agency]
- 31. Discussion and possible action to pay Bexar county TWELVE THOUSAND SEVENTY FIVE DOLLARS (\$12,075.00) and Kerr County SIX HUNDRED AND SEVENTY DOLLARS (\$670.00) for costs pursuant to mental health service proceedings conducted in Bexar County and Kerr County under the Texas Mental Health Code with payment allowed under Texas Health and Safety Code section 571.018(a) and pursuant to Texas Attorney General Opinion JC-0287, determination by Webb County of appropriate funding source to pay for such services, and any other matters incident thereto.
- 32. Discussion and possible action to enter into a Bond Counsel Services Agreement with Winstead Sechrest & Minick P.C. ("Winstead") to serve as Webb County's Bond Counsel, provide notice to Akin Gump to transfer all files related to Webb County held by Akin Gump to Mr. Paul Martin, who is now associated with Winstead, and authorizing the Webb County Judge to execute all relevant documents.

- 33. Discussion and possible action to pay Border Region Mental Health and Mental Retardation Community Center THIRTEEN THOUSAND TWO HUNDRED DOLLARS (\$13,200.00) associated with physician examinations, billed between February 2002 through May 14, 2003, pursuant to mental health service proceedings conducted in Webb County under the Texas Mental Health Code with payment allowed under Texas Health and Safety Code section 571.018(a) &(b)(2), determination by Webb County of appropriate funding source to pay for such services, and any other matters incident thereto. [Requested by County Attorney]
- 34. Discussion and possible action to enter into a three (3) year (June 1, 2003 through May 31,2006) Licensing Agreement with Autophone of Laredo, Inc. to provide an antenna site on the Mirando Tower at a monthly rate of FOUR HUNDRED AND TWENTY-NINE DOLLARS (\$429.00) for a total cost of FIFTEEN THOUSAND FOUR HUNDRED AND FORTY FOUR DOLLARS (\$15,444.00) and authorizing the County Judge to sign all relevant documents. [Account # 010-7002-6014 Equipment Rental Requested by Road and Bridge Department]
- 35. Discussion and possible action to either exercise an option to extend the initial term of the Agreement, for another two years, with LINEBARGER, HEARD, GOGGAN, BLAIR, GRAHAM, PENA & SAMPSON, LLP, concerning court fees and fines collections services or to terminate the Agreement with said law firm, and authorizing the County Judge to execute all relevant documents [Requested by Webb County Attorney]
- 36. Discussion and possible to enter into a three (3) year equipment lease agreement with Kyocera Mita America, Inc. for nine (9) Kyocera Mita KM Digital Copiers at a monthly cost of TWO HUNDRED AND SEVENTY DOLLARS (\$270.00) for a total cost over the lease term of NINE THOUSAND SEVEN HUNDRED AND TWENTY DOLLARS (\$9,720.00), and authorizing the Webb County Judge to sign all relevant documents. [Account # 920-4200-6014 Equipment Rental Community Service Block Grant Requested by Community Action Agency]
- 37. Discussion and possible action to enter into a three (3) year equipment maintenance agreement with Nevill Business Machines for nine (9) Kyocera Mita KM Digital Copiers at a monthly cost of SEVENTY TWO DOLLARS (\$72.00) with copy overage above 100 copies billed at a cost of .008 cents for a total cost over the lease term of TWO THOUSAND FIVE HUNDRED AND NINETY TWO DOLLARS (\$2,592.00), and authorizing the Webb County Judge to sign all relevant documents.[Account ## 920-4200-6014 Equipment Rental Community Service Block Grant Requested by Community Action Agency]

- **38.** Discussion and possible action to approve Contract Amendment No.1 to the Regional Solid Waste Management Implementation Grant Program Contract with the South Texas Development Council (Contract No. 02-19-G03) by extending the term of the contract to August 31, 2003, transferring funds from salary to fringe benefits, and creating a new grant budget item for "Other" (materials) expenditures and authorizing the County Judge to sign all relevant documents.
- **39.** Discussion and possible action to enter into an architectural services agreement with Architectura S.A., Inc for the design of a new recreational 2,500 square foot building adjacent to the El Cenizo Community Center and for modifications to the existing El Cenizo Community Center at a cost of TWENTY-FOUR THOUSAND DOLLARS (\$24,000.00) and authorizing the County Judge to sign all relevant documents.[Account # 678-8103-8710-1 Park Development Precinct 1, Series 2001]
- 40. Discussion and possible action regarding claim of McLean Construction Ltd. for expenses related to Rio Bravo Sanitary Sewer Collection System. [Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (consultation with Attorney)]
- **41.** Discussion and possible action to enter into a two month (June 5, 2003 through August 5, 2003) commercial lease agreement with Jose Mario Flores concerning lease space of approximately 1,800 square feet located at 1808 Commerce Drive at a cost of \$1,800.00 dollars a month. An exemption is being requested to the competitive bidding requirement under Local Government Code section 262.024(3) [item necessary because of unforeseen damage to public property], and authorizing the Webb County Judge to execute all relevant documents. [Requested by Webb County Head Start]

COUNTY AUDITOR

42. Discussion and possible action to approve a line item transfer in the amount of TWO HUNDRED THOUSAND DOLLARS (\$200,000) to account #001-0109-6201 (Utilities) from the General Fund Balance.

COUNTY COURT AT LAW #2

43. Discussion and possible action on the approval of a line item transfer in the amount of \$1,200 from account #001-1011-6402 (Equipment Maintenance) to account # 001-1011-6011 (Training and Education).

JUSTICE OF THE PEACE, PRECINCT 2 PLACE 2

44. Discussion and possible action to approve a line item transfer in the amount of \$1,500 from account #001-1045-6402 (Equipment Maintenance) to account #001-1045-6205 (Material and Supplies).

JUVENILE DEPARTMENT

45. Discussion and possible action to fill Slot #1336, Probation Officer, (Fund 148 Progressive Sanctions Grant) and Slot #790, Probation Officer, (Fund 146 Community Corrections Assistance Grant) at \$13.20 per hour and Slots #351 and #340 (Detention Officers/General Fund) at \$10.90 per hour effective June 9, 2003.

PLANNING DEPARTMENT

46. Discussion and possible action to issue "Certifications Regarding Compliance with Plat Requirements and the Connection of Utilities" to authorize utility connections to the following properties:

Connections(s) qualifying under Section 232.09 (i):

1. Lot 293, Ranchitos Las Lomas II Subdivision, (electricity – one dwelling only).

PURCHASING AGENT

- **47.** Discussion and possible action to award/reject Bid Number 2003-36 Intercom System for the Webb County Law Enforcement Center.[Account # 624-8000-8601-3 Construction in Progress]
- **48.** Discussion and possible action to authorize the Purchasing Agent to purchase seven (7) carriers model T3603/600000-P in the amount of \$10,343.00 from Mortech Manufacturing Company for the Temporary Morgue.[Account #676-8101-8601 Construction in Progress]
- **49.** Discussion and possible action authorize the Purchasing Agent to solicit for Architectural Services for the Justice Center improvements [Account # 687-0117-6022 Professional Services (Requested by the Engineering Department)].

- **50.** Discussion and possible action to authorize the Purchasing Agent to purchase three (3) sections of 300 LM Safe Deposit Boxes from Diebold in the amount of \$7,743.00 for the Law Enforcement Center. [Account # 624-8000-8601-3 Construction in Progress]
- **51.** Discussion and possible action to authorize the Purchasing Agent to purchase educational materials from Lakeshore Learning Materials in the amount of \$6,880.00 for the Head Start Program.[Account #903-4207-7037 Contractual]
- **52.** Discussion and possible action to authorize the Purchasing Agent to purchase educational materials from Educational Products Inc. in the amount of \$5,778.49 for the Head Start Program. [Account #903-4207-6069 Class Room Supplies]
- **53.** Discussion and possible action to award/reject Bid #2003-35 "One (64' X 56") Sq. Ft. portable building for the Head Start Program. [Account #903-4207-6012 Space Rental]
- 54. Discussion and possible action to approve Lease Addendum #7130469-002 to Master Lease Purchase Agreement and Schedule with General Electric Capital Corporation to finance acquisition of additional equipment, licenses, materials and warranties for extending Mitel Phone System Services to Webb County Court Residential Treatment Center, for a monthly lease payment of \$411.99 for 114 months. Action to authorize County Judge to execute agreement and related documents. [Account # 001-0109-6004-1 Telephone Maintenance]
- 55. Discussion and possible action to authorize the Purchasing Agent to lease one copier (DC555) in the amount of \$716.00 per month from the State of Texas lease contract, Class 985-A3-0 (Xerox Contract #071892300) from Copy Connection for the Community Action Agency.[Account # 920-4200-6014 Equipment Rental Community Service Block Grant]
- **56.** Presentation by BANK ONE concerning:
 - (a) Procurement Card
 - (b) Payroll Credit Cards and
 - (c) Automated Electronic Payment options for Webb County

- **57.** Discussion and possible action to authorize the Purchasing Agent to solicit proposals for the following:
 - (a)Procurement Card
 - (b)Payroll Credit Cards and
 - (c)Automated Electronic Payment options for Webb County
- 58. Discussion and possible action to authorize the Purchasing Agent to purchase furniture and office equipment for the Bruni Community Center from Patria Office Supply in the amount of \$16,208.44. [Account #696-6108-8801 Capital Outlay Certificates of Obligation Series 2002]
- 59. Discussion and possible action to authorize the Purchasing Agent to purchase ammunition for the Law Enforcement Center Training Division from Border Sporting Goods in the amount of \$5,169.50. [Account #012-2060-6011 Training and Education Law Enforcement Officers Grant]
- **60.** Discussion and possible action to authorize the Purchasing Agent to purchase eight (8) HP Printers with cable from CDW-G for the Law Enforcement Center in the amount of \$7,838.87. [Account #315-2040-6224 Minor Apparatus and Tools Local Law Enforcement Block Grant]
- **61.** Discussion and possible action to authorize the purchasing agent to solicit bids for a General Contractor for renovations of the Oilton and Mirando City Parks. [Requested by Parks and Grounds Department]

RISK MANAGEMENT

- **62.** Discussion and possible action to approve a resolution to proclaim June 2003 as "Safety & Health Month".
- **63.** Discussion and possible action to approve a line item transfer in the amount of \$700.00 from Account #001-0105-5601(Administrative Travel) to Account #001-0105-6011(Training & Education)

- **64.** Discussion and possible action to issue a Notice of Cancellation to the following companies pending the outcome of RFP 2003-14 for Managed Care Health Plan, Managed Prescription Benefit Program, Group Life and Group AD&D Program
 - 1. Blue Cross/Blue Shield of Texas, Inc.
 - 2. Texas Association of Counties
 - 3. Sun Life of Canada
- **65.** Discussion and possible action to create line item 001-0105-6032-04 (Storm Damage Claim) to account for emergency expenditures related to June 2, 2003 for insurance tracking purposes.

TREASURER

66. Discussion and possible action to approve the following line item transfers in the amount of \$6,031.

FROM:	Account # 001-0300-6014 (Equipment Rental)	\$2,731.00
	Account # 001-0300-6007 (Dues & Membership)	300.00
	Account # 001-0300-6022 (Professional Service)	3,000.00
	TOTAL	\$6,031.00
TO:	Account #001-0300-6005 (Postage)	\$2,500.00
	Account #001-0300-6402 (Repair & Maint. Equipment)	1,200.00
	Account #001-0300-6205 (Material & Supplies)	2,331.00
	TOTAL	\$6,031.00

- **67.** Discussion and possible action to solicit request for proposals for Investment Advisory Services for Webb County Funds.
- **68.** Adjournment.

The Webb County Commissioners Court hereby reserves the right to go into executive session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.

₺ DISABILITY ACCESS STATEMENT **₺**

Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

DATED THIS	DAY OF JUNE,	2003.	
By: LUZ GARCIA COURT ADMIN	NISTRATOR		
<u>C</u>	ERTIFICATION OF	NOTICE AND P	<u>POSTING</u>
the Webb County Courthat I posted a true a Courthouse door of public at all times or	ommissioners Court, and correct copy of sail Webb County, Texas, at the day of	is a true and correid notice on the biat a place readily	accessible to the general
DATED THIS	DAY OF		, 2003
COUNTY CLERK,	WEBB COUNTY, T	EXAS	
BY:			